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**Federal State Autonomous Educational Institution of Higher Education
PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA
NAMED AFTER PATRICE LUMUMBA
RUDN University**

Institute of foreign languages

(educational division (faculty/institute/academy) as programme developer)

Department of Foreign Languages in Theory and Practice

(department realizing the PhD program)

INTERNSHIP SYLLABUS

Pedagogical Training

(internship type)

Scientific specialty:

5.8.2. Theory and methodology of training and education (by fields and education levels)

(scientific speciality code and title)

The PhD student's internship is implemented within the PhD programmes:

Theory and methodology of training and education (foreign languages): intralinguodidactics,
intercultural communication

(PhD program title)

1. INTERNSHIP GOALS

The aim of the Internship is to develop professional competencies through direct participation in pedagogical work, as well as the acquisition of professional competencies necessary to work in the professional sphere.

The purpose of the «Pedagogical practical training» is to familiarize PhD students with the basics of higher education pedagogy. It involves methodical work of PhD students with their supervisors and their direct participation in teaching one of the special disciplines. Pedagogical practical training is the final stage of the PhD program.

2. REQUIREMENTS FOR LEARNING OUTCOMES

Pedagogical training practice is aimed at deepening, systematization and consolidation of theoretical knowledge, as well as obtaining professional skills in the field of pedagogy

The objectives of pedagogical training practice within RUDN PhD program are the following:

- mastery of methods and techniques of teaching and education in higher education system;
- participation in classes modeling, preparation of programs and projects, planning of individual classes and special courses, selection of effective organization strategies;
- conducting classes in philological disciplines;
- study of modern information and technical means that contribute to the educational process optimization;
- analysis of the current state of the quality and level of teaching of philological disciplines to students of Bachelor and Master programs.

3. INTERNSHIP WORKLOAD

The overall workload of the internship is 6 credits (216 academic hours).

4. INTERNSHIP CONTENTS

Stages of internship	Content of the units (topics)	Workload, acad. hours
Section 1. Classroom learning with tutor, including assessment	Introductory meeting: giving instructions on the forms, types of work during pedagogical training	36
	Kick-off conference. Definition of disciplines and modules of training program, preparation of didactic materials.	36
	Preparation of an individual plan for the implementation of the practice program, in accordance with the assignment of the head of the program. Planning of training sessions and methodological work. Selection of sources.	36
Section 2. Pedagogical activity	Development of lesson plans, plans for study guides, etc. Preparation of teaching materials, preparation of didactic materials for the training sessions.	36
	Conducting classes in the disciplines of the speciality, including trainings, lectures, workshops.	36
Section 3. Intermediate certification	Editing the practice report. Keeping a practice diary, development of applications. Writing a report on teaching practice and its presentation at the department.	26
	Submitting and defending the practice report	10

Total academic hours of internship:	216
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5. INTERNSHIP EQUIPMENT AND TECHNOLOGY SUPPORT REQUIREMENTS

The place of internship shall comply with the current sanitary and epidemiological requirements, fire safety regulations and standards of health protection of the students.

It requires classrooms that meet the safety requirements for academic work, if necessary, a computer room with workstations that provide Internet connection, as well as classrooms with multimedia equipment.

Pedagogical practical training requires classrooms that meet the requirements of occupational safety during classes. The type of classroom and its equipment are described in the work program of a specific academic discipline. To organize the independent work of a graduate student, an auditorium equipped with a set of specialized furniture and computers with access to the EIOS is necessary.

6. INTERNSHIP LOCATION AND TIMELINE

Internship can be carried out both in structural subdivisions of RUDN University or in organizations of Moscow (stationary), and at bases located outside of Moscow (exit).

Conducting internship on the basis of an external organization (outside RUDN University) is carried out on the basis of an appropriate agreement, which specifies the terms, place and conditions for performing scientific research in the base organization.

The deadlines for the internship implementation correspond to the period indicated in the calendar academic schedule of the postgraduate program. Internship dates can be adjusted in coordination with the Department of Doctoral Studies of the RUDN University.

7. RESOURCES RECOMMENDED FOR INTERNSHIP

Main readings:

1. Ariyan M.A. Pedagogical technologies of teaching foreign languages at school: textbook. – M.: Flint Publishing House, 2nd ed., 2016. – 113 p.

URL: http://biblioclub.ru/index.php?page=book_red&id=482497&sr=1

2. Melnikov G.P., Preobrazhensky S.Yu. Methodology of linguistics. Study guide. – M.: Publishing house of UDN, 2012. – 84 p.

3. Pedagogical practice: educational and methodical manual. – Omsk: OmSU, 2012. – 68 c. – URL: <http://biblioclub.ru/index.php?page=book/id=238039>

4. Quality management of education: A practice-oriented monograph and a methodological guide/ Edited by M.M. Potashnik. – M., 2012.

5. Selevko G.K. Modern educational technologies. – M., 2015.

6. Skok G.B. How to analyze your own pedagogical activity? – M., 2000.

7. Skok G.B., Lygina N.I. How to design the educational process for the course: Textbook, second edition, reprint. and supplement - M.: Pedagogical Society of Russia. 2013. – 96 p.

8. University methods of teaching linguistic disciplines: textbook. – Moscow: Flint Publishing House, 2nd ed., ster., 2014. – 353 p. – Access mode: URL: <http://biblioclub.ru/index.php?page=book&id=482221>

9. Shchukin A.N., Frolova G.M. Methods of teaching foreign languages. Textbook for students of institutions of higher education studying in the field of training "Linguistics". – M.: Academy, 2015. – 288 p. – URL: <https://spbib.ru/catalog/-/books/169130-metodika-prepodavania-inostrannyhazykov>

10. Zasobina G.A. Pedagogy: a textbook. – Moscow, Berlin: Direct-Media, 2015. – 250p. URL: <http://biblioclub.ru/index.php?page=book&id=272316>

Additional readings:

1. Babich G.N. Lexicology of the English language. – M.: Flint Publishing House: Nauka, 2013.
2. Gurevich V.V. Theoretical grammar of the English language. Comparative typology of English and Russian languages. – M.: Flint Publishing House: Nauka, 2013.
3. Eliseeva V. V. Lexicology of the English language. – M.: 2013
4. Koshevaya I. G. Theoretical grammar of the English language. – M.: Publishing House of the Academy. 2012.
5. Pribitok I. I. Theoretical grammar of the English language. – M.: publishing house of the Academy. 2011.

Internet Resources:

ELS RUDN University and third party EBS, to which university students have access based signed contracts:

- RUDN Electronic Library System, <http://lib.rudn.ru/MegaPro/Web>;
- ELS University Library Online, <http://www.biblioclub.ru>;
- EBS Urayt, <http://www.biblio-online.ru>;
- ELS Student Consultant, <http://www.studentlibrary.ru>;
- EBS Lan, <http://e.lanbook.com>;
- EBS Trinity Bridge <http://www.trmost.ru>

Databases and search engines:

- Electronic fund of legal and normative-technical documentation, <http://docs.cntd.ru>;
- Yandex search system [https:// www.yandex.ru](https://www.yandex.ru);
- Google search system <https://www.google.com>;
- Reference database Scopus, <http://www.elsevierscience.ru/products/scopus>

Educational and methodological materials for students' self-work studying the internship:

Instructions for labor protection and fire safety during practical training (initial instruction).

Guidelines for students to fill out a diary and prepare a report on internship.

1. Safety regulations during the "Pedagogical practical training" (initial briefing).
2. General structure and operation of technological production equipment used by students during their practical training; technological charts, regulations, etc. (if necessary).
3. Guidelines for filling out diaries and preparation of reports on practical training.
4. Structure and content of practical training report:
 - title of the report;
 - last name, first name, patronymic of a PhD student, country, group;
 - information on attendance of lectures and workshops;
 - description of the research method and material;
 - report on the individual task fulfilment;
 - assessment and signature of the supervisor;
 - assessment and signature of the head of practical training.

* all methodological materials for practical training must be located according to effective instruction on the course page in RUDN TUIS!

8. ASSESSMENT TOOLKIT AND GRADING SYSTEM FOR EVALUATION OF PHD STUDENTS' COMPETENCES LEVEL AS INTERNSHIP RESULTS

Assessment toolkit and a grading system to evaluate the level of competences (competences in part) formation as the course results are specified on the TUIS platform.

Based on the results of the scientific research PhD students will present detailed oral or written report, a diary of pedagogical practice and an individual task to their supervisors or at BTS meeting.

During the mid-term assessment the supervisor will provide feedback on the quality, timeliness and success of the PhD student's pedagogical practical training.

The results of scientific research of each year of study are evaluated in mid-term assessment in grading system («excellent», «good», «satisfactory», «unsatisfactory») and in ECTS system (A, B, C, D, E). The assessment is based on the RUDN grading system.

DEVELOPERS:

Professor of Department of Foreign Languages in Theory and Practice

Position, BTS



Signature

Mikheeva N.F.

Last name, First name

Assistant Professor of Department of Foreign Languages in Theory and Practice

Position, GTS



Signature

Petrova M.G.

Last name, First name

Ф. И. О. разработчика

HEAD OF THE DEPARTMENT

The Head of PhD Department, Institute of Foreign languages

Name of BTS



Signature

Mikheeva N.F.

Last name, First name